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EXEC. REG.

18 APR 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH: Deputy Director for Science and Technology
Director of Personnel Policy, Planning,
and Management

FROM: Director, Foreign Broadcast Information Service

SUBJECT: Request for Authority to Issue JPRS Service Awards

STAT

1. This memorandum contains a recommendation for your approval in paragraph four.

2. The Joint Publications Research Service (JPRS) is that part of FBIS which uses the services of independent contractors for translation, typing, and editorial tasks. Many of these independent contractors have served the needs of JPRS and the Agency over extended periods of time, yet they are not eligible for service awards because they are not employees.

3. JPRS would like to issue special length-of-service awards to its independent contractors in recognition of continuous service over 10, 15 and 20 years, as appropriate. If you approve this proposal, a suitable certificate will be designed which would be mailed directly to eligible independent contractors by JPRS, along with a modest citation. The certificate would bear the imprimatur of JPRS instead of that of the CIA. To facilitate the record keeping, the names of awardees would be filed with the Honor & Merit Awards Board.

4. It is recommended that the Joint Publications Research Service be delegated authority to issue length-of-service awards to its independent contractors.

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SUBJECT: Request for Authority to Issue JPRS Service Awards

CONCUR:

Deputy Director for Science and Technology

Date

Director of Personnel Policy, Planning, and
Management

Date

APPROVED:

Deputy Director of Central Intelligence

Date

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(10 April 1980)

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